हरियाणा विद्यालय शिक्षा बोर्ड
Board of School Education Haryana
(Established Under Haryana Board of School Education Act, 1969)
(ISO 9001 : 2015 - Certified Organization)

AAROHI SCHOOL TEACHING AND NON-TEACHING STAFF RECRUITMENT EXAMINATION 2019

" INFORMATION BULLETIN"
(AS APPROVED BY DIRECTORATE, SECONDARY EDUCATION, HARYANA)

GUIDELINES/INSTRUCTIONS –"SCHEME OF EXAMINATION"

APPLY ON-LINE BY ACCESSING BOARD'S WEBSITE
http://www.bseh.org.in

Fees for AAROHI Exam-2019	
Category	For One post
SC and PH Candidates of Haryana Domicile	Rs. 0750/-
For All Candidates except SC and PH of Haryana Domicile and	Rs. 1000/-
All Candidates outside Haryana (Including SC & PH)	Rs. 1000/-
Date for Submission of On-Line Application (the online application will be Live within a week from the date of approval)	16.07.2019 to 27.07.2019
Date for correction in particulars etc.	28.07.2019 to 30.07.2019

IMPORTANT NOTE:

➢ It is made clear that if a candidate has been allowed to appear in the examination, it does not imply that the candidate's eligibility has been verified. Appearing in the test and qualifying the same does not vest any right to claim appointment by the candidate. The eligibility shall be verified by the appointing authorities where decision shall be final. The candidate should satisfy his/her eligibility before applying and shall be personally responsible in case he/she is not eligible to apply as per the given eligibility criteria.

➢ Also note that appearing and passing of test will not automatically make qualified persons eligible for recruitment/ appointment.

➢ Even after appearing in the examination if at any stage it comes to the notice of the Board/Secondary Education Haryana/ Aarohi School Society that the candidate was not eligible to appear in the examination OR the candidate has used any sort of unfair means in the examination, the candidature and result of such candidate will be cancelled/quashed. Apart from cancellation of candidature and quashing of result, such candidates may be disqualified for future examination. Legal proceedings may also be initiated against such candidate depending upon the gravity of offence.

➢ Candidates are advised to go through the "Guidelines/Instructions" carefully before applying On-line. Also carefully read the instructions for remittance of fee, "How to submit On-line Application"

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NOTE

☐ **Candidates are advised to study the "Scheme of Examination" containing guidelines/instructions (Information Bulletin uploaded on the website of the Board – (http://www.bseh.org.in) carefully before submission of online Application. Detailed scheme of examination may also be downloaded by the candidates from the website.**

☐ **The Information Bulletin - "Scheme of Examination– Guidelines/Instructions" is subject to alteration/modification without prior notice. Candidates are advised to keep a watch on website of the Board http://www.bseh.org.in) to know the changes, etc. if any.**

☐ **Candidates can contact for any information at the following address & phone Number:**

Assistant Secretary (Special Exam Cell)
Room No.- 28, First floor,
Board of School Education,Haryana, Bhiwani – 127021
Email-splexam@bseh.org.in
Telephone No. 01664-244171 to 244176 (Ext.136, 137) 01664-254000, 254306 & 254307

1- DETAIL OF POSTS – THE NUMBERS OF POST CAN INCREASE OR DECREASE.

RECRUITMENT OF 20 PRINCIPALS POST- category wise detail is as under-

Sr. No.	Name of post	No. of posts advertised	Category wise information						
			GEN	GEN (ESM)	BCA	BCB	EWS	SC	PH
1	PRINCIPAL	20	3	1	4	2	2	7	1

RECRUITMENT OF 419 PGT'S POST- category wise detail is as under-

Sr. No.	Name of post	No. of posts advertised	Category wise information						
			GEN	GEN (ESM)	BCA	BCB	EWS	SC	PH
1	English	31	11	2	4	2	3	7	2
2	Hindi	24	11	2	2	2	2	3	2
3	History	7	3	1	1	1	0	1	0
4	Pol. Science	16	7	1	3	1	1	2	1
5	Eco	11	4	1	2	0	1	2	1
6	Geo	11	6	1	1	1	1	0	1
7	Sanskrit	24	11	1	3	1	2	5	1
8	Bio	34	14	2	3	2	3	8	2
9	Physics	48	21	2	6	2	4	11	2
10	Chemistry	37	16	2	3	2	3	9	2
11	Math	40	17	2	2	3	4	10	2
12	Commerce	27	11	2	2	3	2	5	2
13	Music	6	0	1	3	1	0	0	1
14	Fine Arts	20	10	1	2	1	2	3	1
15	Physical Education	23	14	1	2	1	2	2	1
16	Computer Science	36	18	1	4	2	3	7	1
17	Punjabi	15	8	1	1	1	1	3	0
18	Urdu	9	6	0	1	0	0	2	0
	TOTAL	419	188	24	45	26	34	80	22

RECRUITMENT OF 76 POSTs - category wise detail is as under-

Sr. No.	Name of post	No. of posts advertised	Category wise information										
			GEN	ESM (GEN)	EWS	SC	ESM (SC)	OSSP (SC)	BC-A	ESM (BCA)	BC-B	ESM (BC-B)	PH (Gen)
1	LIBRARIAN	14	1	2	4	1	1	1	0	1	1	1	1
2	CLERK	32	10	2	4	4	1	1	4	1	3	1	1
3	ACCOUNTS CLERK	30	11	2	4	5	1	1	1	1	2	1	1

RECRUITMENT OF 380 TGT'S POST- category wise detail is as under-

Sr. No.	Name of post	No. of posts advertised	Category wise information										
			GEN	ESM (GEN)	EWS	SC	ESM (SC)	OSSP (SC)	BC-A	ESM (BC-A)	BC-B	ESM (BC-B)	PH (Gen)
1	Hindi	36	13	2	4	5	1	1	4	1	3	1	1
2	English	36	13	2	4	5	1	1	4	1	3	1	1
3	S.S.	36	13	2	4	5	1	1	4	1	3	1	1
4	MATH	36	13	2	4	5	1	1	4	1	3	1	1
5	SCIENCE	36	13	2	4	5	1	1	4	1	3	1	1
6	Sanskrit	36	13	2	4	5	1	1	4	1	3	1	1
7	Physical Education	36	13	2	4	5	1	1	4	1	3	1	1
8	DRAWING	36	13	2	4	5	1	1	4	1	3	1	1
9	MUSIC	36	13	2	4	5	1	1	4	1	3	1	1
10	Computer Science	36	13	2	4	5	1	1	4	1	3	1	1

11	Punjabi	20	7	2	2	3	1	0	2	1	2	0	0
	TOTAL	380	137	22	42	53	11	10	42	11	32	10	10

2-   INTRODUCTION & SPECIAL INSTRUCTIONS-

The Board of School Education Haryana, Bhiwani invites application to fill up various posts on contract basis in the AAROHI SCHOOLS accordance with the provisions of Haryana AAROHI Educationally Backward Block (EBB} Model School Society Service Bye-Laws, 2019. Test will be conducted by this Board in accordance with Guidelines and such other rules/ regulations/ instructions/policies laid down by the Haryana AAROHI Educationally Backward Block (EBB} Model School Society.

Haryana AAROHI Educationally Backward Block (EBB) Model School Society Service will be appointing authority. Candidates shortlisted on the basis of their performance in the written Exam will be required to appear in the skill test (where applicable), interview etc. as decided/scheduled by AAROHI Educationally Backward Block (EBB} Model School Society. The prescribed essential qualification does not entitle a candidate to be called for interview. The AAROHI Educationally Backward Block (EBB} Model School Society will short list the candidates for interview .The decision of the AAROHI Educationally Backward Block (EBB} Model School Society in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode of, and criteria for selection etc. will be final and binding on the candidates.

3- DEFINITIONS

  I.   **"Government"** means "Government of Haryana".
 II.   **"Board"** means "Board of School Education, Haryana, Bhiwani".
III.   **"Chairperson"** means Chairperson of Board of School Education, Haryana.
IV.   "**Secretary**" means Secretary of Board of School Education, Haryana.
 V.   **"Guidelines/Instructions"** means "Scheme of Examination" for the conduct of TEST specified by the Board under the directive of Department of School Education, Govt. of Haryana."
VI.   **"Scheduled Castes"** means "Scheduled Castes as specified and laid down by the Government of Haryana".
VII.   **"Differently Abled Candidates"** means "Differently Abled as specified and laid down by the Government of Haryana."
VIII.   **"Examining body"** means "Board of School Education, Haryana" for the conduct of Test on behalf of Government of Haryana.
 IX.   **"Appointing authority"** means "**Haryana AAROHI Educationally Backward Block (EBB} Model School Society**".

4-   ELIGIBILITY

All individuals who possess minimum educational qualifications etc. as delineated in the Haryana AAROHI Educationally Backward Block (EBB} Model School Society Service Bye-Laws, 2019 relating to the VARIOUS POSTS (also mentioned in this information Bulletin at point No.-5) are eligible for the test .

IMPORTANT NOTE:

After qualifying this test the candidates will acquire the eligibility in respect of having qualified "AAROHI SCHOOL TEACHING AND NON-TEACHING STAFF RECRUITMENT EXAM 2019". However, such test qualified candidates will need to fulfill all eligibility requirements as per

Service Rules in order to become qualified for getting recruited and as per the selection criteria mentioned in point No. 6 of this information Bulletin .

5-   Minimum Educational Qualifications

Sr. No.	Designation of Posts	Academic qualification and experience, if any, for direct recruitment
1	2	3
1.	**Principal**	(i) At least 55% marks in Post Graduation and in Graduation from a recognized university; and (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) B.ED./M.ED./MA Education from a recognized university with 55% marks; and (iv) Matric with Hindi/Sanskrit or 10+2/B.A./MA with Hindi/Sanskrit as one of the subject; and (v) Teaching Experience of 8 years from Government/ Recognized/ Progressing Public School not below the rank of **PGT**, including 2 years in administrative capacity as Principal/ Vice-Principal of senior Secondary School/ headmaster of Secondary School Or 10 years experience as PGT in a Govt. Schools: and (vi) **Proficiency of teaching in English and Hindi medium**. **Desirable:** 1. Conversant in IT skills and effective use of new technologies as tools for learning. 2. Experience of working in a residential school. Age :- Not above 50 years
2. (a)	**PGT English**	(i) M.A. English with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT

(b)	**PGT Hindi**	(i) M.A. Hindi with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT
(c)	**PGT History**	(i) M.A. History with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(d)	**PGT Political Science**	(i) M.A. Political Science with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(e)	**PGT Economics**	(i) M.A. Economics with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND

		(iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(f)	**PGT Geography**	(i) M.A. Geography with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(g)	**PGT Sanskrit**	(i) M.A. Sanskrit/Acharya with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(h)	**PGT Biology**	(i) M.Sc. Zoology/Botany/Bio-Science/Genetics/Micro- Biology/ Plant Pathology/ Bio-technology/ Environmental Science/Life Science/ Molecular Bio. With at least 55% marks provided that the applicant had studied Botany & Zoology at Graduation level and B.Ed./M.Phil., with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test

		(HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(i)	**PGT Physics**	(i) M.Sc. Physics/Applied Physics/ Nuclear Physics/Electronics Physics with at least 55% marks and B.Ed./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT
(j)	**PGT Chemistry**	(i) M.Sc. Chemistry or Bio Chemistry with least 55% marks and B.Ed./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(k)	**PGT Mathematics**	(i) M.A./ M.Sc. Mathematics/ Applied Mathematics with Mathematics as one of the subject at Graduation level with atleast 55% marks 50% marks and B.Ed./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET).

		(v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(l)	**PGT Commerce**	(i) M.Com with Accounting/Cost Accounting/Financial Accounting as a major subject of study with atleast 55% marks and B.Ed./M.Phil. with 50% marks from recognized university. Holders of degree of M.Com in Applied/ Business Economics shall not be eligible; (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(m)	**PGT Urdu**	(i) M.A. Urdu with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.

(n)	**PGT Punjabi**	(i) M.A. Punjabi with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(o)	**PGT Music**	(i) M.A. Music with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.
(p)	**PGT Fine Arts**	(i) M.A. Fine Arts with at least 55% marks and B.ED./M.Phil. with 50% marks from recognized university; AND (ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET). (v) Proficiency in teaching in English and Hindi medium. Age: 21-42 years **Desirable:** (i) Conversant in IT skills and effective use of new technologies as tools for learning. (ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.

(q)	**PGT Physical Education**	(i) M.P.E. or M.P.Ed. or M.A. in Physical Education with 55% marks from a recognized university; and
		(ii) Graduate with Bachelor of Physical Education (B.P.Ed.) or its equivalent from a recognized university with 50% marks; and
		(iii) The subject in which Post Graduation is done should be one of the subject in Graduation; and
		(iv) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND
		(v) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET).
		(vi) Proficiency in teaching in English and Hindi medium.
		Age: 21-42 years
		Desirable:
		(i) Conversant in IT skills and effective use of new technologies as tools for learning.
		(ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT
(r)	**PGT Computer Science**	(i) At least 55% in M.Tech./M.E. (Computer Science/IT) from a recognized university OR
		At least 55% marks in MCA/ M.Sc. (Computer Science) from a recognized university
		(ii) The subject in which Post Graduation is done should be one of the subject in Graduation; and
		(iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi/Sanskrit as one of the subject; AND
		(iv) Certificate of having qualified Haryana Teacher's Eligibility Test (HTET)/CTET/National Eligibility Test (NET).
		(v) Proficiency in teaching in English and Hindi medium.
		Age: 21-42 years
		Desirable:
		(i) Conversant in IT skills and effective use of new technologies as tools for learning.
		(ii) Teaching experience from Government/Recognized/Progressive Public School/College/Polytechnic; not below the rank of PGT.

Note:- In the case of PGTs, in the subjects at S.No. 2 (a to r), the candidates who have qualified UGC OR equivalent, condition of B.Ed./M.Phil,.will not be applicable.

| 3. (a) | **TGT Social Studies** | (i) Graduation with at least 50% marks and Bachelor in Education (B.Ed.) from a recognized university; OR

Senior Secondary (or its equivalent) with at least 50% marks and 4 year Integrated Course of BA and B.Ed. from a recognized university

(ii) In case of B.A./B.Com, in addition to English, a candidate should have passed a combination of at least two of the following subjects with at least 50% aggregate individually in the subjects during all the three years of study in:-
      (1) History
      (2) Political Science
      (3) Economics
      (4) Geography
      (5) Sociology
      (6) Psychology
Note: At least History or Geography should have been for all the three year of Graduation.
(iii) B.Ed. with Social studies as a teaching subject from a recognized, university ; AND
(iv) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET); AND
(v) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject; AND
(vi) Conversant in IT skills and effective use of new technologies as tools for learning.

Age: 21 to 42 years. |
| (b) | **TGT Science** | (i) Graduation with at least 50% marks and Bachelor in Education (B.Ed.) from a recognized university; OR
Senior Secondary (or its equivalent) with at least 50% marks and 4 year Integrated Course of B.Sc. and B.Ed. from a recognized university

AND

(ii) In case of B.Sc., a combination of at least three subjects with at least 55% marks in aggregate individually in the subjects during all the three years of study out of the following:-
    1. Physics
    2. Chemistry
    3. Botany
    4. Zoology
    5. Mathematics
Note: In the case of Hons. Degree, in any of the above mentioned subjects, the candidate must have studied other two subjects in the first and second year of course.

(iii) B.Ed. with Science subjects as a teaching subject from a recognized university;
(iv) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject; AND
(v) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET) |

		(vi) Proficiency in teaching in English and Hindi medium.
		(vii) Conversant in IT skills and effective use of new technologies as tools for learning.
		Age: 21 to 42 years.
(c)	**TGT Mathematics**	(i) Graduation with at least 50% marks in Mathematics as an elective subject and Bachelor in Education (B.Ed.) from a recognized university; OR Senior Secondary (or its equivalent) with at least 50% marks and 4 year Integrated Course of B.A./B.Sc. and B.Ed. from a recognized university AND (ii) B.Ed. with Mathematics as a teaching subject from a recognized university; (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET) (v) Proficiency in teaching in English and Hindi medium. (vi) Conversant in IT skills and effective use of new technologies as tools for learning. Age Limit – 21 to 42 years. Note: Candidates with B.Sc. (Hons.) in Physics or Chemistry are not eligible for the post of TGT Mathematics.
(d)	**TGT English**	(i) Graduation with at least 55% marks in English as an elective/compulsory subject and Bachelor in Education (B.Ed.) from a recognized university; OR Senior Secondary (or its equivalent) with at least 50% marks and 4 year Integrated Course of B.A. and B.Ed. from a recognized university AND (ii) B.Ed. with English as a teaching subject from a recognized university; (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET). (v) Proficiency in teaching in English and Hindi medium. (vi) Conversant in IT skills and effective use of new technologies as tools for learning. Age Limit – 21 to 42 years
(e)	**TGT Sanskrit**	(i) Graduation/Shastri with at least 55% marks in Sanskrit as an elective subject and Bachelor in Education (B.Ed.) from a recognized university; OR Graduation with at least 50% marks and 55% marks Sanskrit as an elective subject and Bachelor in Education (B.Ed.) from a recognized university; OR Senior Secondary (or its equivalent) with at least 50% marks and 4 year

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		Integrated Course of B.A. and B.Ed. from a recognized university AND (ii) B.Ed. with Sanskrit as a teaching subject from a recognized university; (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject (iv) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET) (v) Proficiency in teaching in English and Hindi medium. (vi) Conversant in IT skills and effective use of new technologies as tools for learning. Age Limit – 21 to 42 years.
(f)	**TGT Hindi**	(i) Graduation with at least 55% marks in Hindi as an elective/compulsory subject; OR Senior Secondary (or its equivalent) with at least 50% marks and 4 year Integrated Course of B.A. and B.Ed. from a recognized university. AND (ii) B.Ed. with Hindi as a teaching subject from a recognized university; (iii) Matric with Hindi/ Hindi or 10+2/B.A./M.A. with Hindi/ Hindi as one of the subject; AND (iv) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET) (v) Proficiency in teaching in English and Hindi medium. (vi) Conversant in IT skills and effective use of new technologies as tools for learning. Age Limit – 21 to 42 years.
(g)	**TGT Punjabi**	(i) Graduation with at least 55% marks in Punjabi as an elective subject and Bachelor in Education (B.Ed.) from a recognized university; OR Graduation with at least 50% marks and 55% marks Punjabi as an elective subject and Bachelor in Education (B.Ed.) from a recognized university; OR Senior Secondary (or its equivalent) with at least 50% marks and 4 year Integrated Course of B.A. and B.Ed. from a recognized university AND (ii) B.Ed with Punjabi as a teaching subject from a recognized university; (iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject (iv) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET) (v) Proficiency in teaching in English and Hindi Medium. (vi) Conversant in IT skills and effective use of new technologies as tools for learning. Age Limit- 21 to 42 years.

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(h)	**TGT Physical Education**	(i) Graduation with at least 55% marks and Bachelor of Physical Education (B.P.Ed.) or its equivalent from a recognized University; AND
		(ii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject
		(iii) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET)
		(iv) Proficiency in teaching in English and Hindi Medium.
		(v) Conversant in IT skills and effective use of new technologies as tools for learning.
		Age Limit- 21 to 42 years.
(i)	**TGT Computer Science**	(i) B.Sc. IT/ BCA/BE/B.Tech Computer Science/Computer Engg./IT with 60% aggregate marks from a recognized university;
		(ii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject
		(iii) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET Level 2 or 3)/CTET if conducted by Board of School Education Haryana(Bhiwani).
		(iv) Proficiency in teaching in English and Hindi Medium.
		(v) Conversant in IT skills and effective use of new technologies as tools for learning.
		Age Limit- 21 to 42 years.
(j)	**TGT Drawing**	(i) B.F.A./B.A. Art with at least 55% marks and Fine Art as an elective subject, and B.Ed (with 50% marks) with Fine Art as a teaching subject from a recognized university. OR B.A. (Hons.) Art with at least 55% marks and B.Ed (with 50% marks) with Fine Art as a teaching subject from recognized university.
		(ii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject
		(iii) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET)
		(iv) Proficiency in teaching in English and Hindi Medium.
		(v) Conversant in IT skills and effective use of new technologies as tools for learning.
		Age Limit- 21 to 42 years.
(k)	**TGT Music**	(i) B.A. Music (Instrumental/Vocal) with at least 55% marks and Music as an Elective subject and B.Ed (with50% marks) with Music as a teaching subject from a recognized university. Or B.A. (Hons.) Music with at least 55% marks and B.Ed (with 50% marks) with Music as a teaching subject from a recognized university
		(ii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject
		(iii) Certificate of having qualified Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET)
		(iv) Proficiency in teaching in English and Hindi Medium.
		(v) Conversant in IT skills and effective use of new technologies as tools for learning.
		Age Limit- 21 to 42 years.

4.	**Librarian**	(i) 1st Class B.Lib. froma recognized Institution. (ii) Working exposure of Digital Library will be preferred; (iii) Conversant with techniques of Digital Storage (iv) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject Age Limit- 21 to 42 years.
5.	**Clerk**	(i) Graduate in any discipline with at least 50% marks from a recognized University. (ii) Knowledge of Computer Operation; (iii) Shall be required to pass a test in English Typing at a speed 35 words per minute on computer. (iv) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject (v) Good Writing Skills in English and Hindi/Urdu (vi) Fluency in spoken English Age: 18-42 years.
6.	**Accounts Clerk**	(i) B.com with at least 50% marks from a recognized University. (ii) Shall be required to pass a test in English Typing at a speed 35 words per minute on computer. (iii) Basic computer knowledge with Tally (iv) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject Age: 18-42 years.
		Note:- (i) Professional Training Diploma or Certificate awarded by any State, Board or University other than Haryana Education Department will be recognized only if this Degree or Diploma or Certificate has been recognized by the Haryana Government. (ii) Candidate possessing higher academic or professional qualification will not be eligible unless he possesses the minimum qualification including STET/ Haryana Teacher's Eligibility Test(HTET)/ Central Teacher Eligibility Test (CTET) & experience, if any, prescribed for the said post. In addition, Central Teacher Eligibility Test (CTET) conducted by CBSE will be also be valid for the said purpose, only for TGTs for Class I to VIII. In case of PGTs STET/HTET prescribed for the post of PGTs/Lecturers only, qualified from Haryana Board of School Education Bhiwani will be considered. (iii) A Diploma/degree course in teacher education recognized by the National Council for Teacher Education (NCTE) only shall be considered. (iv) Relaxation of 5%in minimum qualifying marks of B.A./B.Sc./B.Com/Senior Secondary for Scheduled Caste, Backward Class and Differently abled candidates while applying for posts of Post Graduate Teachers (PGTs) and Trained Graduate Teachers (TGTs). This relaxation of 5% means that the candidate shall secure minimum of 50-50x5/100 i.e. 2.5=47.5%.

6- SELECTION CRITERIA

PRINCIPAL

		Marks	
(i)	**Essential Academic qualification** (in post-Graduation)	20	0.20 of percentage of marks obtained
(ii)	**B.Ed.**	10	0.1 of percentage of marks obtained. If no percentage is given then, the lower percentage of the grading given is to be counted.
(iii)	**Higher qualification** M.Ed. = 2 M.Phill = 2 Ph.D. = 2 D.Litt. = 2	8	
(iv)	**Experience**	10	0.1 marks for each completed six month subject to Max of 10 marks in excess of the requisite essential experience.
(v)	**Writing Skill or any other skill test as may be decided by the Chairman, Selection Committee**	40	
(vi)	**Interview**	12	
	Total Marks	**100**	

POST GRADUATE TEACHER

		Marks	
i)	**Essential Academic qualification** (in post-Graduation) In case of HTET/STET qualified candidates, essential academic qualification marks will be 25. OR	25	0.25 of percentage of marks obtained
	In case of NET qualified candidates, essential academic qualification marks will be 35. In their cases, as STET/HTET is not required hence, said marks of STET/HTET has been included over here.	35*	0.35 of percentage of marks obtained
(ii)	**B.Ed.**	8	0.08 of percentage of marks obtained

(iii)	**Higher qualification** M.Ed. = 1 M.Phill = 2 Ph.D. = 2 D.Litt. = 2	7	
(iv)	**Haryana State Teacher Eligibility Test (HTET)/STET, wherever applicable**	10*	0.1 of percentage of marks
(v)	**Writing Skill or any other skill test as may be decided by the Chairman, Selection Committee**	50	
	Total Marks	**100**	

PGT COMPUTER SCIENCE:-

		Marks	
(i)	**Essential Academic qualification** (M.Sc. (Computer Science/IT)/ M.E. (Computer Science/IT)/M.Tech. (Computer Science/IT)/MCA	40	0.4 of percentage of marks obtained
(ii)	**Higher qualification** M.Ed. = 2.5 M.Phill = 2.5 Ph.D. = 2.5 NET. = 2.5	10	
(iii)	**Writing Skill or any other skill test as may be decided by the Chairman, Selection Committee**	50	
	Total Marks	**100**	

TGT MASTERS (EXCEPT PT MASTER & COMPUTER MASTER):-

		Marks	
(i)	**Essential Academic qualification** (in graduation)	25	0.25 of percentage of marks obtained
(ii)	**B.Ed.**	8	0.08 of percentage of marks obtained
(iii)	**Other higher academic qualification** Post-Graduation = 1 M.Ed. = 2 M.Phill = 2 Ph.D. = 2	7	
(iv)	**Haryana Teacher Eligibility Test (HTET/CTET)**	10	0.1 of percentage of marks
(v)	**Writing Skill**	50	
	Total Marks	**100**	

TGT PHYSICAL EDUCATION:-

		Marks	
(i)	**Essential Academic qualification** (in graduation with BPEd)	30	0.3 of percentage of marks obtained
(ii)	**MPEd**	5	0.05. of percentage of marks obtained
(iii)	**Sports person having gradation certificate of grade 'A' = 5 marks** **Grade 'B' = 3 marks** **Grade 'C' = 2 marks**	05	Maximum 5 marks
(iv)	**Haryana Teacher Eligibility Test (HTET/CTET)**	10	0.1 of percentage of marks
(v)	**Writing Skill** (To write 250 words on any one the four topics)	50	
	Total Marks	**100**	

TGT COMPUTER SCIENCE:-

		Marks	
(i)	**Essential Academic qualification** BCA/B.Sc./ B.E. /B.Tech. in Computer Science/IT	40	0.4 of percentage of marks obtained
(ii)	**Higher qualification** (M.Sc. (Computer Science/IT = 2.5 M.E. (Computer Science/IT) = 2.5 M.Tech. (Computer Science/IT = 2.5 MCA = 2.5	10	
(iii)	**Written Test**	50	
	Total Marks	**100**	

LIBRARIAN:-

		Marks	
(i)	**Essential Academic qualification** (in graduation)	40	0.4of percentage of marks obtained
(ii)	**Other higher academic qualification M.Lib.**	10	0.1 of percentage of marks obtained
(iii)	**Writing Skill or any other skill test as may be decided by the Chairman, Selection Committee**	50	
	Total Marks	**100**	

CLERK:-

		Marks	

(i)	**Essential Academic qualification** (in graduation)	40	0.40 of percentage of marks obtained
(ii)	**Other higher academic qualification** (Post-Graduation)	10	0.1 of percentage of marks obtained
(iii)	**Written test**	50	
(iv)	**Type test on computer** (Minimum speed requirement is 35 WPM without errors one mark for each word in excess of prescribed 35 words)		Qualifying
	Total Marks	**100**	

ACCOUNTS CLERK:-

		Marks	
(i)	**Essential Academic qualification** (in graduation)	40	0.4 of percentage of marks obtained
(ii)	**Other higher academic qualification** (Post-Graduation)	10	0.1. of percentage of marks obtained
(iii)	**Written Test**	50	
(iv)	**Type test on computer** (Minimum speed requirement is 35 WPM without errors one mark for each word in excess of prescribed 35 words)		Qualifying
	Total Marks	**100**	

Note (Applicable to all posts):

1. **A candidate shall only be considered for selection if he secures more than 50% marks in aggregate in accordance with criteria prescribed for said post.**
2. **Writing Skill, wherever prescribed, shall be in English language except the languages subjects i.e. Hind, Sanskrit, Punjabi, and Urdu where the candidate will have the option to take the same in either English or Hindi.**

7- PAY SCALE

Sr. No.	Designation of posts	Scale of pay	
		Pay Band	**Grade pay**
1.	Principal	15600-39100	6000
2.	Post Graduate Teacher (PGT)	9300-34800	4800
3.	Trained Graduate Teacher (TGT)	9300-34800	4600
4.	Librarian	9300-34800	3600
5.	Clerk	5200-20200	1900
6.	Accounts Clerk	5200-20200	1900

8- LANGUAGE OF QUESTION PAPERS

All questions except those concerning language subjects, will be bilingual i.e. Hindi and English. Criteria of selection for various posts.

9- EXAMINATION CENTRE

The Board of School Education Haryana reserves the right to create examination centre anywhere in the State of Haryana as well as outside Haryana. However, efforts will be made by the Board to allocate examination centre except Home District.

10- APPLICATION PROCEDURE (ONLINE) :

Application form → upload images → fee payment →confirmation page

(a)   Please read the INFORMATION BULLETIN carefully before start filling the online application form.

(b)   Candidates can apply for TEST 'ON-LINE' through BOARD website-http://www.bseh.org.in w. e. f. 16.07.2019 to 27.07.2019 (12 DAYS)

(c)   Submitting Identification Proof & NUMBER is mandatory while applying for On-line application.

(d)   The application has been made completely online with the facility to upload <u>latest</u> photograph and signature of the applicant. The particulars will be filled online and the scanned images of <u>latest</u> colored photograph (60% FACE VISIBILITY WITH WHITE BACKGROUND) and signature (in JPG format only) will be uploaded at the time of filling the application form. The candidates are advised to keep the scanned images of <u>latest</u> colored photograph (60% FACE VISIBILITY WITH WHITE BACKGROUND) and signature ready in JPG format before applying online.

(e)   Candidate should enter his/her particulars i.e. Name, Father's Name, Mother's Name and Date of Birth as per Class 10th /secondary certificate.

(f)   Candidates can apply 'ON-LINE' through BOARD website –www.bseh.org.in. The candidate should supply all details while filling the Online Form and upload their scanned images of latest colored photograph (60% FACE VISIBILITY WITH WHITE BACKGROUND) and signature. <u>After successful submission of data (Online) and requisite fee (through gateway payment) candidates are required to take printout of Confirmation Page for record and keep it for their reference. The Confirmation Page is not required to be sent to Board office.</u>

(g)   *In case confirmation page not generated, the candidate should approach the Assistant Secretary, special exam cell immediately giving proof of the payment of fee for considering his/her candidature.

(h)   The candidates shall be permitted to make on-line correction in their following particulars i.e. name, father's name , mother's name, date of birth, Identification Proof & number , photo, signature and Subject opted (TGT & PGT) w.e.f 28.07.2019 to 30.07.2019 and afterwards no request will be entertained.

(i)   <u>No change/correction allowed in post, caste category, physically challenged option.</u>

(j)   No change will be accepted through offline mode i.e. through fax/ application or by email etc. No correspondence in this regard will be entertained. Please note that no request for any change in particular will be accepted under any circumstances after the specified date for online correction is over.

(k)   If a candidate submits on-line more than one application for same level, his/her candidature shall be liable to be cancelled and the candidate may also be debarred for future examination (s). No communication will be sent in this regard.

(l)   Furnishing of false, wrong, incorrect or inaccurate information may lead to cancellation of the Test result, forfeiture of the certificate and even prosecution in appropriate cases.

(m)   The candidate should mention their own mobile number and E-Mail Id while submitting their on-line application as the test alerts will be sent to the candidates on their registered mobile number and E-Mail id.

(n)   The scanned image of latest photograph is required to upload to avoid the inconvenience at centre, as this photograph will be matched with the actual candidate appearing in the examination.

    Size - Signature   - 10 kb to 20 kb.
    Size - Photo   - 20kb to 50 kb.

(o)   For latest updates, please visit BOARD official website –www.bseh.org.in regularly.

11-   MODE OF EXAMINATION

    The Examination will be conducted in Conventional Type (Pen-Paper Based).

12-   ADMIT CARD (ONLINE)

    ADMIT CARDS WILL NOT BE SENT BY POST. The candidates may download admit card only from BOARD official website i.e. www.bseh.org.in . Appear for the examination at the given Centre. In case of any discrepancy noticed in admit card regarding particulars of candidate, photograph, thumb impression and signature or any other information different/vary from confirmation page, he/she may immediately contact special exam cell of board between 09:00 AM to 05:00 PM along with adequate proofs i.e. confirmation page, 10th /secondary class certificate, two copies of coloredphotograph, fee deposit proof etc. for necessary corrections.

a)   The candidates are advised to read the instructions on the admit card carefully and follow them during the conduct of the examination.

b)   No candidate will be permitted to appear from the centre other than the one allotted to him/her. No request for change of centre will be entertained under any circumstances. If any candidate unlawfully appears from a centre other than the one allotted, his/her candidature will be rejected out rightly and result will be quashed without entering into any correspondence with him/her in this regard whatsoever.

c)   Such eligible candidate who does not find his/her admit card on the website may contact personally in special exam cell of board's office Bhiwani for this purpose during office hours i.e. 09:00 AM to 05:00 PM along with adequate proofs i.e. confirmation page, 10th class certificate, two copies of colored photograph, fee deposit proof etc. for necessary corrections.

d)   No candidate will be admitted to the examination centre unless he/she produces the valid Admit Card having his/her latest colored photograph, signature etc. printed on its.

13-   IMPORTANT FOR DIFERENTLY ABLED INCLUDING BLIND CANDIDATES

    In accordance with the Government of India, Ministry of Social Justice and Empowerment Department of Disability guidelines vide OM F. No. 16-110/2003-DD.III dated 26.02.2013 and subsequent Govt. of Haryana Memo No. 5203-18/HE-3/CPD/SJE/2013 dated 5-4-13, the following instructions are applicable regarding differently abled candidates during the conduct of Examination:

1. The differently abled candidates , including blind Candidates, who are unable to write with their own hands, may be given compensatory time of 20 minutes PER HOUR in each paper of Examination for differently abled candidates who are making use of scribe/amanuensis. All the candidates with disability, including blind Candidates, who are unable to write with their own hands, not availing the facility of scribe may also be allowed compensatory time of 50 minutes.
2. The facility of scribe/amanuensis may be allowed to any person who has disability of 40% in visual impaired category or more or unable to write with their own hands, if so desired by the person.
3. The candidate may be permitted for opting of his own scribe/amanuensis or may be provided by the Centre Superintendent on his/her request. Such candidates are advised to request the centre superintendent for amanuensis minimum two days before the examination in between 01:00 PM to 4:00 PM.
4. There will be no criteria for educational qualification, age etc. for the scribe / amanuensis.
5. Proper seating arrangement preferably at ground floor, should be made prior to the commencement of Examination to avoid confusion.
6. The time of giving the question paper, should be marked accurately and timely supply of question paper meant for visually impaired candidates, should be ensured.
7. There should also be flexibility in accommodating any change in scribe/reader/lab assistant in case of emergency.
8. Alternate questions shall be provided in lieu of vision based questions for blind candidates.

14- IMPORTANT POINTS TO REMEMBER:

- Do not resort to guessing or cheating/copying.
- Admit cards having Roll No., scanned photograph of the candidate and the name of examination centre will have to be downloaded by the candidates from the website of the Board (www.bseh.org.in).
- The examination centre will not be changed under any circumstances. If any candidate unlawfully appears from a centre other than the one allotted, his/her candidature will be rejected out rightly and result will be quashed without making correspondence with him/her in this regard whatsoever.
- Fee once remitted shall not be refunded under any circumstances.
- Candidature may be cancelled if more than one application is submitted for the same level.
- In case any candidate is found to have furnished false/wrong information with regard to qualification, category, home district, etc. or is found to have withheld/concealed information in his/her application form, his/her candidature for admission will be cancelled and legal proceedings may also be initiated against him/her.

15- PHOTOGRAPH AND THUMB IMPRESSION

The latest photograph should be in colour and of the size of 4 cm x 4 cm. The photo-print should be clear and with a continuous-tone quality. It should have full face, front view, eyes open. The background should be a plain white or off-white.

- **Candidates shall affix their thumb impression on OMR Answer Sheet at Examination Centre.**

- **The thumb impression to be affixed by the candidate must be clear. The thumb impressions should be properly inked i.e. they should not be either over inked or dried in nature.**

16- UNFAIRMEANS AND MALPRACTICES

1. **The Board of School Education Haryana will take serious note of any sort of Unfairmeans cases including cases of impersonation. Apart from cancellation of current examination and disqualifying such candidates, legal proceedings may be initiated against all those involved in malpractices as per "Unfairmeans Regulations" of the Board.**
2. **Candidates are not allowed to carry any textual material, Calculators, Duce Pen, Slide Rules, Log Tables, and Electronic Watches with facilities of calculator, printed or written material, bits of papers, mobile phone, pager or any other device, except the Admit Card, Copy of Confirmation Page and Blue/ Black Ball Point pen inside the Examination Room/Hall. If any candidate is found in possession of any of the above item or any type of other incriminating material, his/her candidature will be treated as cancelled for the current examination and he/she may also be debarred for future examination(s) as per "Unfair means Regulations" of the Board.**
3. **Candidates shall maintain perfect silence and attend to their Question Paper only. Any conversation or gesticulation or disturbance in the Examination Room/Hall shall be deemed as misbehavior. If a candidate is found indulged in such malpractices, his/her candidature shall be cancelled and he/she will be liable to be debarred for taking examination either permanently or for a specified period according to the nature of offence as provided in the "Unfair means Regulations" of the Board.**

17- GENERAL INFORMATION

- **If a candidate is found to have applied from different districts, his/her application form will be out rightly rejected and he/she will not be allowed to appear in the test.**

- **In case a candidate is found to have concealed any material facts /given wrong information, his/her application form will be rejected.**

- The candidates shall have to abide by the rules and regulations of the Board regarding this test.

- There is no provision for Re-evaluation /Re-checking of the answer-sheets. Therefore, no request in this regard shall be entertained.

18- INSTRUCTION REGARDING TEST

- The candidates should be present at the Examination centre, as allotted in the admission card, at least two hours before the commencement of examination. No candidate would be allowed to enter the examination centre thereafter. The schedule regarding examination, entry in Examination Center, Biometric Attendance and verification will be notified/ informed later on.

- The candidates should not bring any other paper except valid Admit Card and Confirmation Page.
- Thumb Impression will be marked on Computer Generated Application Form (Confirmation Page) by the candidate in presence of Invigilator/Supervisor of concerned Examination Centre and have to be provided to concern Centre Superintendent. If the same will not provided by the candidate, he/she would not be allowed to appear in Examination.
- The candidate must paste same photo and also put same signature which were uploaded while Application on the Computer Generated Application Form (Confirmation Page) & Admit card.
- Candidates found using or attempting to use any unfair means shall stand disqualified, besides other punitive measures.
- No candidate shall be permitted to leave the examination centre earlier than the time fixed for the examination.
- Use of calculating devices is not allowed.
- Candidates must put their signatures twice on the attendance sheet in the presence of the Invigilator in the Examination Hall.

19- INSTRUCTIONS REGARDING TEST BOOKLET

- Every Test Booklet has a serial number mentioned on the front page which the candidate must carefully write at the appropriate place on the Answer Sheet.
- The candidate must put his/her signature on the front page of the Test Booklet at the appropriate place.
- In case the candidate finds any defect in the Test Booklet, he/she should request the invigilator to change the same before writing any particulars.
- Answer Sheet must be returned to the invigilator before leaving the examination hall.

20- INSTRUCTIONS REGARDING ANSWER SHEET (OMR SHEET)

- The candidate must read the instructions given on the Answer Sheet carefully. A sample of the answer sheet is annexed (Annexure - I).
- Use only Black/Blue ball point pen strictly as per directions mentioned on the Answer Sheet.
- In case the candidate finds any defect in the answer sheet, he/she should request the Invigilator to change the same.
- Do not fold the Answer Sheet or make any stray marks or do any rough work on it.

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- The candidate should fill in his/her Roll No. and Test Booklet No. printed on the front page of the Test Booklet in the proper blocks and darken the ovals (circles) with black/blue ball point pen only on the Answer Sheet.
- The candidate must put his/her signature with Black/Blue ball pen and append his/her thump impression (as per instructions) at the appropriate place on the Answer Sheet.
- Calculator/Mobile Phones and any other electronic items will not be allowed inside the Examination Centre. Even possession and not necessarily use shall be treated as use of unfairmeans and action shall be taken as per "Unfairmeans Regulations" of the Board. Criminal Proceedings may also be initiated.
- means and action shall be taken as per "Unfair means Regulations" of the Board. Criminal Proceedings may also be initiated.
- Answers to the questions are to be given by darkening the relevant oval (circle) completely with black/blue ball point pen only.

21- SPECIAL PROVISION

i) In order to maintain high standards of secrecy, the Secretary shall have the authority to determine the method of assigning Roll Numbers / Registration number to the candidates, allotment of examination centres, appointment of invigilation staff, inspection of examination centres, remuneration for those involved in the process of conduct of examination, setting of Question-Papers and their printing, processing of result, quantum of penalty for unsatisfactory work, etc. The decision of the Secretary shall be subject to the approval of the Chairperson of the Board.

ii) Notwithstanding anything contained in any other clause of these Guidelines/Instructions or/and in any resolutions / orders / directions of the Board or any officer, the entire process and activities involved in the process of setting of question papers, their printing, inviting offers from confidential printers, making payments, appointments of paper setters, reports of analysis of question papers etc. shall be kept top secret and no one shall be allowed to have access on the record related to it.

22- MAINTENANCE OF RECORD

The all type of record of "AAROHI SCHOOL TEACHING AND NON-TEACHING STAFF RECRUITMENT EXAMINATION 2019" including OMR Answer sheets, video recording, CCTV recording etc. will be preserved up to four months from the date of declaration of result.

23- INTERPRETATION

In any question of interpretation on any provision of these Guidelines/Instructions or any other point specifically not covered by these Guidelines/Instructions, the Chairperson will be competent to take a final decision.

24- JURISDICTION

All legal disputes with regard to the "AAROHI SCHOOL TEACHING AND NON-TEACHING STAFF RECRUITMENT EXAMINATION 2019'' at the level of Sessions Court shall be subject to the jurisdiction of Courts at Bhiwani (Haryana) only.

25- SCHEME/STRUCTURE/SYLLABUS AND CONTENT OF TEST AAROHI SCHOOL TEACHING, NON-TEACHING STAFF RECRUITMENT EXAMINATION 2019

ALL QUESTIONS IN TEST WILL BE MULTIPLE CHOICE QUESTIONS. EACH CARRYING ONE MARK, WITH FOUR ALTERNATIVES OUT OF WHICH ONE ANSWER WILL BE CORRECT. THERE SHALL BE NO NEGATIVE MARKING. DETAILED SCHEME AND STRUCTURE FOR POSTS ARE AS GIVEN HERE UNDER:

Syllabus for Principal

Sr. No.	Syllabus	Marks	
1.	General Knowledge & General Studies	20	
2.	Educational Technology and Educational Psychology	20	Part - 1
3.	School Management/Administration	20	
4.	Precise & Comprehension	40	Part - II

Syllabus for PGT and TGT

Sr. No.	Syllabus	Marks	
1.	General Knowledge & General Studies and English	20	Part -1
2.	Method of teaching ability in relevant subject	20	
3.	Academic knowledge of relevant subject	60	Part - II

Syllabus for Clerk

Sr. No.	Syllabus	Marks	
1.	General Knowledge , Mental ability (reasoning & quantitative technique, Hindi (B.A. level) & English (Matric level)	20	Part -1
3.	Graduation level, Computer Application/Computer Science/IT	80	Part - II

Syllabus for Accounts Clerk

Sr. No.	Syllabus	Marks	
1.	General Knowledge , Mental ability (reasoning & quantitative technique, Hindi (B.A. level) & English (Matric level)	20	Part -1
3.	Graduation level preparation of accounts and Knowledge of audit, Computer Application and Tally also	80	Part - II

Syllabus for Librarian

Sr. No.	Syllabus	Marks	
1.	General Knowledge , Mental ability (reasoning & quantitative technique, Hindi (graduation level) & English (Matric level)	20	Part -1
2.	Graduation level preparation of relevant subject and Knowledge of Computer Literacy, library methods and techniques, digital library.	80	Part – II

- **The candidate must retain Confirmation Page for record and future reference.**

- **Qualifying the TEST would not confer a right on any person for Recruitment/Employment as it is only one of the eligibility criteria for appointment.**

- **The eligibility shall be verified by the appointing authorities where decision shall be final. The candidate should satisfy his/her eligibility before applying and shall be personally responsible in case he/she is not eligible to apply as per the given eligibility criteria.**

- **For latest updates, please visit BOARD official Website -** www.bseh.org.in **for any query, mail to Email:-**aarohirecruitment@gmail.com **mentioning your Registration/Application No. in the mail.**

- **The candidate should mention their own mobile number and E-Mail id while submitting their on-line application as the TEST alerts will be sent to the candidates on their registered mobile number and E-Mail id.**

26-   ANNEXURE- I (SAMPLE OMR ANSWER SHEET)

OMR ANSWER SHEET

1. अभ्यर्थी अपना रोल नम्बर एवं उसके नीचे दिए गए गोले ध्यान से काला करें।
2. अभ्यर्थी गोले काले करने से पहले प्रश्न-पत्र बुकलेट तथा ओ.एम.आर. का सीरियल नम्बर (Bar Code No.) मिला लें।

NAME OF CANDIDATE: .... POST/SUBJECT: ....

FATHER'S NAME: .... MOTHER'S NAME: ....

ROLL NUMBER

QUESTION BOOKLET SET

A ○
B ○
C ○
D ○

INSTRUCTIONS

1. Use only Blue/Black Ball Point Pen to darken the appropriate Circle.
2. Please darken the complete circle.
3. Darken ONLY ONE CIRCLE for each Question as shown in example below.

CORRECT METHOD ① ● ③ ④ WRONG METHOD ⊗ ⊘ ◑ ●

4. No Change in the Answer once marked is allowed.
5. Please do not Make any stray marks on the OMR Answer Sheet.
6. Rough work must not be done on the OMR Answer Sheet.
7. Mark your answer only in the appropriate space against the number corresponding to the question.

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अभ्यर्थी अपनी उत्तर पुस्तिका पर्यवेक्षक को देने से पूर्व जाँच लें कि रोल नम्बर ठीक से भरा/गोला काला किया गया है या नहीं। परीक्षा केन्द्र पर विषय परिवर्तन की अनुमति नहीं है। **Before handing over the Answer Sheet to the invigilator, the candidate should check that Roll No. has been filled in and relevant ovals have been darkened. Subject change at examination centre is not allowed.**

Darken only one option for answering each question/किसी प्रश्न का उत्तर देने के लिए केवल एक निश्चित विकल्प को भरिए।

Q.No	Response	Q.No	Response	Q.No	Response	Q.No	Response
001	① ② ③ ④	026	① ② ③ ④	051	① ② ③ ④	076	① ② ③ ④
002	① ② ③ ④	027	① ② ③ ④	052	① ② ③ ④	077	① ② ③ ④
003	① ② ③ ④	028	① ② ③ ④	053	① ② ③ ④	078	① ② ③ ④
004	① ② ③ ④	029	① ② ③ ④	054	① ② ③ ④	079	① ② ③ ④
005	① ② ③ ④	030	① ② ③ ④	055	① ② ③ ④	080	① ② ③ ④
006	① ② ③ ④	031	① ② ③ ④	056	① ② ③ ④	081	① ② ③ ④
007	① ② ③ ④	032	① ② ③ ④	057	① ② ③ ④	082	① ② ③ ④
008	① ② ③ ④	033	① ② ③ ④	058	① ② ③ ④	083	① ② ③ ④
009	① ② ③ ④	034	① ② ③ ④	059	① ② ③ ④	084	① ② ③ ④
010	① ② ③ ④	035	① ② ③ ④	060	① ② ③ ④	085	① ② ③ ④
011	① ② ③ ④	036	① ② ③ ④	061	① ② ③ ④	086	① ② ③ ④
012	① ② ③ ④	037	① ② ③ ④	062	① ② ③ ④	087	① ② ③ ④
013	① ② ③ ④	038	① ② ③ ④	063	① ② ③ ④	088	① ② ③ ④
014	① ② ③ ④	039	① ② ③ ④	064	① ② ③ ④	089	① ② ③ ④
015	① ② ③ ④	040	① ② ③ ④	065	① ② ③ ④	090	① ② ③ ④
016	① ② ③ ④	041	① ② ③ ④	066	① ② ③ ④	091	① ② ③ ④
017	① ② ③ ④	042	① ② ③ ④	067	① ② ③ ④	092	① ② ③ ④
018	① ② ③ ④	043	① ② ③ ④	068	① ② ③ ④	093	① ② ③ ④
019	① ② ③ ④	044	① ② ③ ④	069	① ② ③ ④	094	① ② ③ ④
020	① ② ③ ④	045	① ② ③ ④	070	① ② ③ ④	095	① ② ③ ④
021	① ② ③ ④	046	① ② ③ ④	071	① ② ③ ④	096	① ② ③ ④
022	① ② ③ ④	047	① ② ③ ④	072	① ② ③ ④	097	① ② ③ ④
023	① ② ③ ④	048	① ② ③ ④	073	① ② ③ ④	098	① ② ③ ④
024	① ② ③ ④	049	① ② ③ ④	074	① ② ③ ④	099	① ② ③ ④
025	① ② ③ ④	050	① ② ③ ④	075	① ② ③ ④	100	① ② ③ ④

LEFT FOR MALE

☞ RIGHT FOR FEMALE

SIGNATURE OF CANDIDATE   THUMB IMPRESSION   SIGNATURE OF INVIGILATOR

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